



TO: Personnel Committee
FROM: Kathleen M. McDaniel, City Attorney
RE: City Attorney's Office Update
DATE: December 23, 2020

In addition to drafting legislation as requested by City departments, the City Attorney's Office has worked on the following projects and initiatives since my December 3, 2020 update:

Environmental Remediation

- Lemberger Landfill: Awaiting EPA review of sampling plans, discussion on PFAS sampling in the future. Monthly calls continue.
- Gravel Pit: Working with WDNR on path forward for 2021, scheduling quarterly discussions with Newell on future costs.
- WPS Superfund Site: City in contact with WPS and EPA regarding site issues.

Open Records Requests

- BBG re University Village
- Alder J. Brunner regarding Manty Cinic

Litigation, Prosecution, and Neighborhood Improvement

- Assist Police with ordinance interpretation questions
- Blighted properties: Asst. City Attorney continues to work with Housing Inspector and Crime Prevention Sergeant to address

Economic Development

- Metal Ware: Continuing to work with company owners
- Assist CD Department with proposed upcoming projects
- Assist with Bayshore Trail development

LEAN/BPI

- Assisted staff with advice on BPI events as needed
- Follow up on Council document workflow continues as time permits

Insurance/Risk Management

- Reviewed claims filed against the City, reported to insurance and Finance as appropriate
- ADA Title II: Beginning work on effective communication self-audit.
- CVMIC Grant Received

City Attorney Kathleen M. McDaniel • Assistant City Attorney Elizabeth Majerus
Paralegal Jane M. Rhode
CITY HALL • 900 Quay Street • Manitowoc, WI 54220-4543
Phone (920) 686-6990 • Fax (920) 686-6999

Labor Matters

- Fire Department bargaining: Briefs submitted, working on reply briefs
- Police: Mediation will be held in January via Zoom
- Assist unionized departments with personnel matters as needed
- Central States insurance coverage discussions
- Provide resolutions to backfill and fill positions where appropriate
- Assist HR with COVID policy interpretation as necessary

Office Matters/Additional Information

- Prepared committee reports
- Office is open during normal business hours, outside customers by appointment only

Monthly Reporting

- Since my December 3, 2020 report:
 - 24 Requests for Legal Services received, 13 closed
 - 0 new litigation matters
 - 63 new citations sent over for prosecution, trials scheduled into July 2021